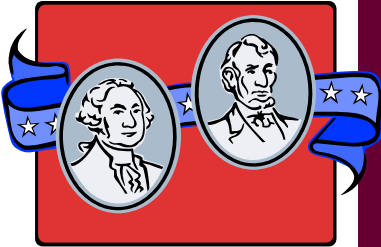


DISC Newsletter

Volume 5, Issue 2

February 2005



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DISC NEWSLETTER

Produced and Edited by:
Doug Quinn/BAS

Sponsored by:
DISC

Contributors This Month:
Jerry Merryman

Comments & Articles should be directed to:

Doug Quinn,
e-mail:
douglas.quinn@da.state.ks.us

An Information Periodical For DISC Employees

Protecting Yourself Online by Jerry Merryman

Hardly a day passes that television, radio, and on-line newsgroups aren't rife with stories of "phishing" scams, identity theft, data theft and awful things happening to the victims. If you are like many people who depend on computers, e-mail, and the internet to carry out your job you are faced with the dilemma of how to do your work without placing these resources and yourself at risk.

Today, one of the biggest risks to the State and to you personally is spyware. Spyware is software that logs and transmits various kinds of information collected from your computer. This typically includes personal identity information, sign-ons, passwords, bank account information, browsing and purchasing habits, and any data residing on your computer. All too often, victims of identity theft or data compromise find out that they initiated the installation of spyware on their own computer.

Installation of spyware often results from a response to an offer for some kind of free software, nifty utility, toolbar, or other item the user can download and use. Purveyors of spyware will most often provide a disclaimer that they will be snooping around your computer in exchange for the use of their software. Unfortunately, it's usually buried very deep in the license agreement or privacy statement that the end user never reads. Soon afterward, the user may start to experience noticeably degraded performance, long boot-up times and slow web browsing, all because the spyware is keeping track of everything and "phones home" with your information.

In order to avoid disclosure of your personal information and confidential State data, users should refrain from installing any software on their State-owned computer.

Recognizing that many employees use their home computers to do State work, a good personal policy is to never install software that does not serve some legitimate business purpose. Even then, you cannot be completely certain the software is free of spyware. Any free download should be immediately suspect. Recently, spyware purveyor MarketScore offered a free web accelerator to download. A careful reading of the privacy statement disclosed they would examine your hard drive and every keystroke and send it back to their server. Unfortunately, a number of people installed the spyware.

The good news is you can avoid spyware and other dangerous pitfalls by using a little common sense and following a few simple rules.

1. Never open e-mail or attachments from someone you don't know or are not expecting to receive. Even this isn't a guarantee because so many exploits appear to be from someone you know.
2. Avoid web sites that are known to spread viruses and other malware. These include music sites, chat rooms, instant messaging, porn, and hacker sites, just to list a few. These sites are very commonly used by people seeking to hijack your machine or infect it with spyware.
3. Limit browsing to business uses. Never download jokes, seemingly "funny ha-ha" files, music, or other non-business downloads.
4. Keep your anti-virus and security patches up to date. Even though it is an inconvenience, it should be the first thing you do when logging on to the internet from home. Customer Support manages this for you on your State computer.
5. Pay attention to your computer's performance. If you notice unusual events or degraded performance, don't hesitate to contact Customer Support at 296-4999.

Continued on page 2



Valentine Flower Sale

**BAS made \$559.60 on the flower sale
for Project Topeka.**



**All Together DISC Donated
\$2,533.77 to Project Topeka**

**Thanks To Everyone Who Donated
Their Time, Talents and Resources
To This Worthy Project!**



BOT Chili Sale

**BOT made over \$280.00 on their chili sale for Project
Topeka.**



A Valentine Surprise...

Valentine's Day can be filled with anticipation for what could occur. Many concern themselves with cupids, hearts and anything with the color red on this day remembered as a day for things of the heart. This was not the case, however, this past Valentine's Day in DISC as the DISC Director toiled away carrying on daily tasks. About 9:30am on February 14th Denise was called out of a meeting and told there was a crowd waiting to talk to her. Confused and maybe a bit concerned, she made her way to the DISC reception area. But it wasn't an unruly crowd, it was a Valentine's Day "gottcha". She was escorted to a chair by the Tuxedo clad Capital City Men's Barbershop Chorus Quartet. After she was seated they serenaded her with songs appropriate for Valentine's Day (we hope her husband Terry doesn't find out) and was then given a long stemmed rose, a card and heart shaped box of chocolates. All very fitting for Valentine's Day. And those who arranged this Valentine extravaganza? We're not telling and let's hope she doesn't find out...What could be in store for her NEXT year?

By Unknown author

EMPLOYEE INFO

Happy February Birthdays to:

Jeff Muller
Beth Zlotky
Michael Hunt
Jeff Stone
Larry Buckles

Dan Force
Dan Holmes
Dan Czajkowski
Bob Michaelis
Mark Peralta

Ryan Rinehart
Brian Frahm
Jesse Springer
Larry Kettlewell
Jim Logan

Happy March Birthdays to:

John Lundin
Judy Shepherd
Mike Meyer
Cathy Long

Cathy Jones
Cathy Nicoletti
Laura Browne
Michael Rosencutter

Dave Willoughby
Loren Westerdale
Eric Hollaway

Deaths

John Lowry's Mother and Grandfather

Mike Allen's Mother

Paxton Lopeman's Uncle

Jodi Tritsch's Uncle

Theresa Duran's Uncle

Bill Roth's Mother-in-Law



**Please Accept Our Most
Sincere Condolences
For Each Of Your Losses**

Department of
Administration

**Division of Information
Systems and
Communications (DISC)**

Phone: 785-296-4886
Fax: 785-296-1168
Email: douglas.quinn@da.state.ks.us

Meeting Our Customer's Needs

KUDOS

BAS/BOT

To: Craig Srna and Doug Quinn

I want to personally thank you for the assistance given to the Judicial Branch with our conference call on January 31, 2005. Craig Srna and Doug Quinn were very generous with their time, knowledge, and equipment. Myself and the other staff involved appreciate the extra effort they went to, to provide great customer service.

From: Howard Schwartz, Supreme Court of Kansas

BAS/IMS

To: Duncan Friend and Alicia Etzel

I just wanted to drop all of you at DISC a very big THANK YOU for all of the help you have provided our legislative team so far this session. While we can not control the Legislature or the Legislator's actions on bills, we at least have a way of following each bill as it is debated, amended, and sometimes passed.

Your hard work to update the system from last year and to open the system up to additional users has made our job much easier.

While I have only tracked one bill so far this session (a 100% increase for me from last year), it has been awesome to know that I am constantly updated on where the bill is each time actions is taken by the Legislature.

I know we are all working hard to serve the people of Kansas, but I just wanted to THANK YOU for the extra work that you have done to simplify our jobs so we can be more informed as we make decisions on each bill.

From: Jeremy Anderson

Policy Director for Governor Kathleen Sebelius

Way To Go !!

